

Patio Based on Availability (2)	\$25 Each
Patio with Rental of Room 102 or 106	No Charge
Audio / Visual Equipment	
Amplifier (2)	\$20.00 Each
Speakers (3)	\$10.00 Each
Microphone, Wireless Clip-on (3)	\$30.00 Each
Microphone, Wireless Handheld (1)	\$30.00 Each
Microphone on Stand (3)	\$20.00 Each
Microphone on Tabletop (6)	\$20.00 Each
(ALL MICROPHONES REQUIRE AN AMPLIFIER)	
Multi-media Projector (1)	\$100.00 Each
Multi-media Projector Deposit	\$55.00 Each
Portable CD player (1)	\$10.00 Each
Television, 32" with DVD/VCR (1)	\$25.00 Each
Television, 25" with DVD/VCR (3)	\$25.00 Each
Podiums	
Upright with Microphone (3)	\$15.00 Each
Upright without a Microphone (1)	\$5.00 Each
Reception/Party Items	
Candles 6" x 3 1/2", with Holder (50)	\$1.00 Each
Dance Floor Panels, 3' x 3' Panel (50)	\$2.00 Each
Lattice Screens – White, Folding 8' x 6' (4)	\$10.00 Each
Wedding Arch, White, Metal (1)	\$15.00 Each
Wedding Arbor Trellis, White Wooden (1)	\$25.00 Each
Mirror Ball (Available in Room 127 Only)	\$10.00 Each
Piano (1)	\$20.00 Each
Kitchen Items	
Ice Machine (Per 20 Pounds)	\$2.50 Each
Coffee Maker: 30-Cup (2); 60-Cup (3); 100-Cup (2)	\$5.00 Each
Meeting/Conference Equipment	
Flip Chart without Paper (3)	\$5.00 Each
Flip Chart with Paper (3)	\$10.00 Each
Silk Plants (15)	\$40.00 Each
Stage Extenders 4' x 7', One-step 3' x 1' (2)	\$15.00 Each
Other Services:	
Copies (Per Copy) Maximum 100 Per Day * *	\$.10* *
Faxes ~ Local (Per Page)	\$1
Long Distance (First Page/Each Additional Page)	\$2 / \$1
Trip Charge (For Food)	\$20
Coffee or Tea Service (Per Cup) Includes Coffee Pot, Coffee, Cups, Cream, Sweeteners and Napkins	\$.50 cents Per Cup
Donuts and/or Cold Drinks	Market Price plus Trip Charge
Room or Date Transfer / Cancellation Fee Per Change *	\$10.00
Set-up Changes Less than 12 Hours Prior to the Event	\$10.00
Open Early Before 7:00 a.m., Sunday through Saturday	\$75.00
Late Closing 11:00 p.m. – 12:00 a.m., Sunday – Thursday	\$75.00
Late Closing 1:00 a.m. – 3:00 a.m., Friday – Saturday	\$75.00 / Hour
Custodial Service Arranged in Advance, One Hour Min.	\$15.00 / Hour
Unarranged Custodial Clean-up	\$30.00 / Hour
Use of Wi-Fi Internet Connection Service – Rooms 101 and 127	\$25.00
ANY Unstipulated Occupancy Timer Per Contract Agreement for Early Arrival or Late Departure	\$90.00 / Hour

*Rates effective as of Feb. 2010 and was approved by City Council Jan. 2010.
Subject to change without notice.